



## STATEWIDE TRAINING AND EDUCATION ADVISORY COMMITTEE MINUTES

April 15, 2016 – Sacramento, California

### **Members Present:**

Timothy Adams, So Cal Training Officers (alternate)  
Bradley Arganbright, Nor Cal Training Officers  
Robert Briare, California Professional Firefighters  
Taral Brideau, California Fire Fighter Joint Apprenticeship Committee  
Ron Coleman, STEAC Chair  
Randy Collins, California Fire Technology Directors Association (North)  
Gary Dominguez, California Fire Technology Directors Association (South)  
Lorenzo Gigliotti, California Governor's Office of Emergency Services (Cal OES) (alternate)  
Gareth Harris, Fire District Association of California  
Sam Hoffman, California State Firefighters Association (alternate)  
Michael Lozano, FIREScope  
Gaudenz Panholzer, California Fire Chiefs Association  
Daniel Stefano, California State Firefighters' Association  
Ken Wagner, California Fire Chiefs Association and Committee Vice Chair  
Kim Zagaris, California Governor's Office of Emergency Services (Cal OES)

### **Members Absent:**

John Binaski, League of California Cities  
Tony Bowden, Fire District Association of California (alternate)  
Bret Davidson, So Cal Training Officers  
Pete Jankowski, League of California Cities (alternate)  
Mary Jennings, California Fire Fighter Joint Apprenticeship Committee (alternate)  
Matthew Jewett, California Fire Technology Directors Association (North) (alternate)  
Richard Rideout- California Metropolitan Fire Chiefs Inc.  
Steve Shull, California Fire Technology Directors Association (South)  
Rich Thomas, California Professional Fire Fighters (alternate)  
Joe Tyler, Cal Fire Academy  
John Walsh, Nor Cal Training Officers (alternate)

### **State Fire Training Staff:**

Kevin Conant, Fire Service Training Specialist III  
Jim Eastman, Fire Service Training Specialist III  
Lynne Gibboney, Associate Governmental Program Analyst  
Dennis Mathisen, State Fire Training Division Chief  
Diane Radford, Division Support  
Mike Richwine, Assistant State Fire Marshal  
Mark Romer, Fire Service Training Specialist III  
Kris Rose, Staff Services Manager I  
Rodney Slaughter, Deputy State Fire Marshal III Specialist

## **Guests:**

John Alexiou, Monterey Fire  
Leona Allen, Lake Tahoe Basin Fire Academy  
David Barnett, San Jose Fire Department  
John Brenner, Sacramento Fire Department CATF-7  
Sean Campbell, Arcata Fire District  
Rick Cory, Fremont Fire Department  
Joe Gear, OES  
Billy Milligan, CA-TF6 Riverside  
Andrew Murtagh, San Francisco Fire Department  
Sean Norman, CAL FIRE  
Brendan O'Leary, City College of San Francisco  
Brian Preciado, Solano community College  
Joe Rawitze, RX Fire Council  
Matthew Samson, SAR Council  
Jim Suero, State Parks  
Dave Winnacker, SAR Council/ACFD  
Chris Zimry, NRCS

## **I. Introductions and Welcome**

The meeting was called to order at 9:03 A.M. By Chief Ron Coleman.

### **A. Roll Call/Quorum Established**

A quorum was established during introductions.

## **II. Agenda Review**

## **III. Approval of the January 22, 2016 Minutes**

**Motion:** *Ken Wagner moved to accept the minutes from January 22, 2016.  
Robert Briare seconded the motion.*  
**Action:** *All members voted unanimously.*

#### **IV. State Board of Fire Services (SBFS) Update**

**Presenter: Chief Richwine**

Chief Richwine announced Dennis Mathisen as the new State Fire Training (SFT) Division Chief. D. Mathisen indicated he was excited to be a part of SFT. He stated there were a lot of great things going on and he is happy to have already met a lot of the participants in the room. It was also stated that at the February State Board of Fire Services meeting Alan Hancock College, San Diego Miramar College and Alameda County Fire Department were approved as accredited academies.

#### **V. Consent Items**

**Presenter: Rodney Slaughter  
(Attachment 1)**

##### **A. Seeking Approval for reaccreditation of three Accredited Regional Training Programs/Accredited Local Academies: Oakland Fire Department, San Jose Fire Department and Solano Community College**

Rodney Slaughter stated that these are reaccreditations for each of these organizations. Solano Community College is an Accredited Regional Training Program (ARTP), and Oakland Fire Department and San Jose Fire Departments are Accredited Local Academies. Brian Preciado from Solano Community College and Chief Dave Barnett of San Jose Fire Department were both present at the meeting and expressed appreciation for R. Slaughter's assistance with the accreditation process.

**Motion:** *Gaudenz Panholzer moved to accept the reaccreditation of Solano Community College, Oakland Fire Department and the San Jose Fire Department as Accredited Local Academies and Accredited Regional Training Programs.*

*Kim Zagaris seconded the motion.*

**Action:** *All members voted unanimously.*

#### **VI. Mission Alignment Objectives**

##### **A. Achieving National Recognition**

###### **1. Fresno Fire Department Accreditation**

**Presenter: Rodney Slaughter  
(Attachment 2)**

Rodney Slaughter indicated that the Statewide Training Education and Advisory Committee (STEAC) approved the Fresno Fire Department, 1 ½ years ago as a host city for training officers. He stated that it is a plus that Fresno would like to move forward with the Evaluator Training process. He stated that even though Christine Boozer is now

retired from the Fresno Fire Department, they were able to hire her as a Retired Annuitant, which benefits the department. Fresno has all the lab, tools, and training needed for handling the Fire Fighter I curriculum.

**Motion:** *Bradley Arganbright moved to accept the accreditation of the Fresno Fire Department.*  
*Mike Lozano seconded the motion.*  
**Action:** *All members voted unanimously.*

## **2. San Francisco Fire Department Accreditation**

**Presenter: Rodney Slaughter**  
**(Attachment 3)**

Rodney Slaughter advised that the San Francisco Fire Department is now participating in the system. This is the first time they have actually participated in the State Fire Training System. Their resources are impressive. They have all types of props, including a 50 foot ladder at Treasure Island, to deal with many types of emergencies. Their facility has been enhanced, and they have a very strong program.

Andrew Murtagh of the San Francisco Fire Department expressed his appreciation to the State Fire Training staff. He indicated they were integral in getting them set up. R. Slaughter said that from his perspective that the largest departments in the state are joining State Fire Training System and this is a testament to the new Fire Fighter I process.

**Motion:** *Dan Stefano moved to accept the accreditation of the San Francisco Fire Department.*  
*Ken Wagner seconded the motion.*  
**Action:** *All members voted unanimously.*

## **B. Curriculum Development & Delivery**

### **1. Incident Management of Special Operations**

**Presenter: Kevin Conant**  
**(Attachment 4)**

Kevin Conant stated that this is the second reading of this curriculum, since its introduction to Statewide Training and Advisory Committee (STEAC) members in October 2015. This creates an alignment with the National Fire Protection Agency (NFPA) standards 1006,1500,1521,1561 and 1670. The curriculum offers Chief Fire Officer and Executive Chief Officer's a model to provide training for skills and knowledge in the command and control of the technical search and rescue process. State

Fire Training was directed to create or enhance existing curriculum, so agencies who are exposed to hazards or risks can offer this class. The NFPA is silent on this class. Regarding Type 1 engines, there are 5 disciplines to reach within the first 15 minutes. Rope Rescue, Collapse, Trench, Water and Confined Space. This course is meant to recognize, identify and keep responders alive and what local resources are available, so first responders are not in hazardous or risky situations. This course has been developed by stakeholders and subject matter experts. This cadre was chaired by Joe Bunn and Kevin Conant. This will be a Fire Service Training and Education Program (FSTEP) class. K. Conant stated additional information on the development of this course will be posted on the website, SFT-E news and Twitter.

**Motion:** *K. Zagaris moved to accept the Incident Management of Special Operations.*

*Gaudenz Panholzer seconded the motion.*

**Action:** *All members voted unanimously.*

## **2. Incident Management of the Fire Fighter Emergency**

**Presenter: Kevin Conant  
(Attachment 5)**

Kevin Conant advised that a legacy course, Command and Control of the Rapid Intervention Crew (RIC) Deployment was an 8 Hour FSTEP course initially introduced in 2011. Since that time, the National Fire Protection Agency (NFPA) created new standards, 1407 in 2015. The current SFT RIC course was not in alignment with the NFPA. The consensus was that there were not enough hours for psychomotor training, and the class was not in alignment with when Fire Fighter's had an emergency. A discussion ensued from data collected from the Phoenix Fire Department in regards to the three opportunities to rise during an emergency situation as well as the prevention of Fire Fighter emergencies and incidents within the incident and how to manage that process. Discussion participants included Chief Coleman, K. Conant, Randy Collins, and Richard Rideout.

K. Conant stated that the opinion is that someone who is teaching this updated and rebranded course will be a registered instructor. A prerequisite is that they will have completed Fire Fighter survival or International Association of Fire Fighters (IAFF) survival and RIC operations courses. This updated course will address all of the necessary incident management components of the new NFPA standards. Chief Coleman asked for an implementation plan to be made available at the next meeting.

**Motion:** Gareth Harris moved to accept the Incident Management of the Fire Fighter Emergency  
Ken Wagner seconded the motion.

**Action:** All members voted unanimously.

### 3. Water Rescue Curriculum

**Presenter: Chief Mike Richwine and Chief Dennis Mathisen  
(Attachment 6)**

Dennis Mathisen advised that we've been approached by a water rescue group to look at updating the water rescue curriculum. There have been some preliminary discussions with the group, including the Office of Emergency Services (OES), with the possibility of bringing a catalog of potential courses under the Fire Service Training and Education Program (FSTEP). Curriculum concepts include non-boat, river & flood and open water training. The curriculum intent is to include nine courses with the intent of addressing water training with a modular approach that allows the adoption of training that is appropriate for each jurisdiction. An open discussion took place, with participants including subject matter expert Dave Winnacker of the Alameda County Fire Department, Ken Wagner, John Alexio, Sean Norman, Chief Richwine, Chief Coleman, John Brenner, Billy Milligan, Rodney Slaughter, Dan Stefano and Kim Zagaris. D. Winnacker indicated that the old swift water curriculum and existing curriculum is out of date, which exposes instructors and State Fire Training (SFT) to negative ramifications. Across the state there is a profusion of water programs, but there is not an equal increase in state sponsored vendor offered training. There are many challenges of the training, including that there is no regional or state standardization. The need to reduce overlap is very specialized. If we cannot achieve this, there is a threat to the entire system. Rescue boat operations was sought out to reduce redundancy. The Open Water basic course as a standalone course could be the sum total of their training. The 16 hour rescue boat operations course precludes the Surface Rescue Boat Technician 16 hour course and the Surface Rescue Boat Specialist 5 day course. A member would go to the Open Water Basic Course, and then take the Rescue Boat Operations course, and finally the Rescue Boat Specialist Course. This is the recommendation.

Sean Norman of Cal Fire stated that the awareness class is geared to keep personnel safe. The operations course is an upgrade of the current SFT course and meets the National Fire Protection Association (NFPA) guidelines for rescuer. S. Norman suggested to moving the boat classes up to technician level for dynamic water in the river, operating motorized and personal watercraft. Motorized would include paddle craft, technician, rope systems, class 3 and above environments. A discussion took place regarding private vendors, costs, and recertification. Chief Richwine commented that this concept needs Statewide Training and Education System (STEAC), if the Fire Service says this is dire. It was determined that it is not required to follow the flow of courses outline on the

water flow chart. Each area can choose operations solely. Ken Wagner stated there is a need to be discretionary in what we allow to go forward. K. Wagner also stated that the curriculum model would need to be used so it would match the other curriculum and NFPA standards. A discussion regarding near shore, off shore, ocean and surf environments took place. There is no single model that applies to every agency. Kevin Conant indicated that Billy Milligan brought to his and Joe Bunn's attention, a sample packet for river and flood. B. Milligan handed out a packet representing 13 areas, including Los Angeles County, Los Angeles City, Long Beach, Ventura, San Diego, and Orange County. John Alexio stated that the end result is to keep people safe in the water. He said that the national safe boating counsel has written materials on water rescue programs that address in water surf rescue. It is possible we could adopt their model. He explained modules he went through and completed in December 2015. He stated he is working with R. Slaughter to submit curriculum that is funded by OES and closely aligned with the water specialist class. Chief Coleman indicated our next step is to document questions and get answers. No commitments would be made yet, as this is an information only item on the agenda. Chief Richwine indicated it may be possible to clean up the existing SFT FSTEP class and contract that process with Sacramento State University initially. A discussion ensued regarding risk, and the differences between oceans versus rivers. It was determined that a list of questions and recommendations would be submitted to D. Mathisen for review and creation of a preliminary report.

## **VII. Reconfiguration of State Fire Training**

### **A. Future Instructor Requirements Update**

**Presenter: Jim Eastman**

Jim Eastman indicated the initial discussion of this item took place in October 2015. Comments are now at 16 statewide. 6 instructor update classes were presented at Fresno. A website was created for feedback. In addition there was an E-News broadcast. Out of the 16 surveys returned, it was mixed feedback. J. Eastman clarified that if a person is a Registered Instructor this new information does not affect them. If you are currently a Registered Instructor, you remain one. The issue is in the future. The proposal for the future is that Fire Fighter I and Fire Fighter II Instructors must be certified as an Instructor 1. To become certified as an Instructor 1 you must complete the Instructor I class, task book, 80 hours teaching, ethics class, and one year of experience. This will qualify you to teach Fire Fighter I and Fire Fighter II. He also advised there is a need for more qualified teachers. Current registered instructors can add additional courses to teach by completing an application to add specific courses.

For new Primary Instructors who wish to teach California Fire Service Training and Education Program Courses (CFSTES) and Fire Service Training and Education Program FSTEP) would need to become certified as an Instructor II. To become certified, you be certified as a Certified Instructor 1, Instructor II class, task book, 80 hours teaching, RIO, and have one year of experience. He indicated the proposal is to reduce the confusion between Certified and Registered Instructor. Reducing course



hours is a benefit and will bring in alignment with national standards, and establish a minimum standard for State Fire Training (SFT) instructor certification. A discussion took place regarding costs associated with the current program averaging \$105 for 3 courses versus \$310 for the new proposal. J. Eastman agreed cost savings was not a benefit but the overall savings in course work of 40 hours is, dependent on what is being taught. A question was asked regarding obtaining a Chief's signature for the task book and again for the Certification letter. Kris Rose advised that authorized signers can be added and we need their signature on file. Ken Wagner asked for an implementation date. Eastman advised it is January 1, 2018. David Barnett clarified that if a current instructor is teaching Fire Fighter I and/or Fire Fighter II, he can teach forever if he meets the current requirements. Other Training Officers are in support of using assistant instructors. This allows them to take Instructor I, and ethics and they can run a drill station. This is very valuable to the department. The demand for ethics will increase with the new requirements. J. Eastman advised we have added two more ethical instructors to respond to the demand.

***Motion:*** *Gaudenz Panholzer moved to accept the Future Instructor Requirements Updates*

*Randy Collins seconded the motion.*

***Action:*** *All members voted unanimously.*

## **VIII. Announcements/Correspondence**

### **A. Rulemaking Update**

#### **Presenter: Rodney Slaughter**

Rodney Slaughter indicated that Title 19 was updated. A 45 day review took place. Comments were received and addressed. Office of Administrative Law (OAL) received the finalized package at the end of December and had 30 days to review. They pushed it back, requesting that we add in the training standards. The OAL office and R. Slaughter are sending this back out for a 15 day review. It will go out next month. The hope is to get it back in June 2016. Formatting, CIRM, classes, procedures need to be incorporated in the procedures manual. Randy Collins asked do the new procedures have changes to the reaccreditation process. R. Slaughter advised that Fire Fighter I was incorporated into the current manual. The only change to accreditation is local processing. Fire Fighter I certification was included in the package. Ken Wagner advised that the tools and equipment, resources, are all listed in the Fire Fighter I course plan curriculum. The regulations state that Accredited Local Academies (ALA) are required to deliver the Fire Fighter I according to curriculum. R. Collins advised there is a May 12<sup>th</sup> CFTDA meeting, and it would be beneficial if R. Slaughter be there to address this to that membership.



## **B. Mission Alignment Update**

**Presenter: Chief Mike Richwine /Dennis Mathisen**

Dennis Mathisen provided a snapshot of a productive session in Atascadero that took place on March 23<sup>rd</sup>. Stakeholders who were involved several years ago were asked to come back, regroup, and reflect on accomplishments that were documented. Discussions took place regarding modifications to and the evolution of the current curriculum. Participants were broken into groups for gap analysis. They came up with 6 different elements, including Instructor Collaboration and Change Management. The determination is to form a business plan for State Fire Training (SFT). The Accredited Regional Training Programs (ARTP'S) and Accredited Local Academies (ALA'S) need to continue to work together to revise and update handbooks. Chief Richwine indicated we need to document what goals have been accomplished to date, and what goals need established for the next decade. D. Mathisen will be working with Alison from Sacramento State University to accomplish this task.

## **C. SFT Funding Study Task Force**

**Presenter: Chief Ron Coleman**

Chief Coleman put together a State Fire Training Funding White Paper to provide to STEAC Members. He indicated this is due to questions that he keeps getting as to why we don't have proper funding for State Fire Training. Original legislation that created State Fire Training SB456 was vetoed. He indicated the governor said the private sector and community colleges are more than adequate to handle training. This is the reason why training is configured as it is today. He indicated that funds come from fees and fines from crimes. No funding comes to us from these sources. POST budget is funded, State can remove funds from this POST and use for other projects. We need to develop a study that consists of community colleges; various organizations that have a relationship. The proposal is to put together a task force to review what funding mechanisms and what the consequences are. A discussion took place regarding gap analysis, insurance rates and looking at other states funding processes. Participants included Kim Zagaris, Chief Coleman, Chief Richwine, Gaudenz Panholzer, Randy Collins, Dennis Mathisen and Gary Dominguez. Chief Coleman outlined those groups he would like to be a part of this task force. He indicated it should be set up and a gap analysis created within the next 6 months. The task force will consist of Dan Stefano, Bradley Arganbright, Brent Stangeland, Gaudenz Panholzer, and Lorenzo Gigliotti. Other groups will be added as participants are needed.

**Motion:** *Dan Stefano moved to accept the creation of a SFT Funding Study Task Force.*

*Gaudenz Panholzer seconded the motion.*

**Action:** *All members voted unanimously.*

**D. Prescribed Fire Qualifications and Certification**  
**Presenter: Chief Ron Coleman**

Chief Coleman indicated he received a letter and turned it over to the Northern California Prescribed Fire Council (NorCal). 500,000 acres need to be burned on proactive state land. A program is being sponsored on burn plans, prefaced by certification courses, with hands on follow up to do burns in conjunction with cooperators across the board. Chief Coleman asked what would be necessary to prescribe a fire series burn program. This is information only. The state forest conversation service, recently retired Cal Staff Chief provides technical and financial assistance to private landowners on private land. Chris Zimry stated we are not a fire service agency, but we do provide funding. We need federal partners to have prescribed fire training, and we need fire departments available for getting work done on the ground. Koe Rowitzer said there are the S234 course, and one other class. We are trying to encourage full engagement of all in the fire service. We are looking for funding not increasing workloads. Rodney Slaughter stated that Tera Fuego in northern California has a training program to train burns. They have a rich history of Native American women who have fought fires. This is an appropriate preventive measure, (plaid shirt work) with Cal Fire on fire breaks. A discussion took place regarding the NWCG model available, private vendors, prescription burning, dead trees and burn bans. Brett Stangeland stated that historically Cal Fire is not doing a lot of prescription burning since the late 1980's. They are looking at the standard NWCG to see where this fits in. Rowitzer indicated the working group has been in place for two years. D. Mathisen said he will be meeting with Scott Vale next week. Chief Richwine wanted to ensure that we understand our department has representation of the fire side. Approved to share discussions and collaborate. Chief Coleman said research of documents is needed. If it involves training we need to pay attention to the issues. D. Mathisen will reach out to B. Stangeland to advise of next week's meeting date and location.

**E. Chief Fire Officer Prerequisite Task force**  
**Presenter: Dennis Mathisen**

Dennis Mathisen advised that he has an email from Chief David Barnett, San Jose Fire Department related to concerns he has with the new requirements for Chief Fire Officer. He spoke to Ken Wagner on how it relates to PROBOARD and International Fire Service Congress (IFSAC) and the National Fire Protection Agency (NFPA) standards. Kevin Conant was the original cadre lead for the Chief Fire Officer series and confirmed the NFPA requirement. D. Barnett asked as an Accredited Local Academy (ALA) if someone wants to take these classes are they required to take the courses in order. The prerequisites listed on the course plan

indicates that you have to. A discussion took place regarding educational opportunity without certification, coursework measurements and continuing education. Participants included D.Mathisen, K. Conant, D. Barnett, Jim Eastman, Gary Dominguez, Kim Zagaris, Gaudenz Panholzer, Gareth Harris, Chief Coleman and Kris Rose. D. Mathisen stated that all new certifications have gone through this STEAC. Any change to that is a deviation to what STEAC has already approved. We need to identify where the nuances are and what has already been approved. K. Zagaris motioned to review pros and cons. D. Barnett said he would participate in the task force. K. Conant said he assumed he would be directing. G. Harris advised we need to create a foundation then build up from there. K. Conant said we need to create a concept of audit. Students get the educational opportunity but not a certification. Report back to the STEAC meeting in July 2016. K.Rose advised that there are prerequisites for certification vs prerequisites for coursework. The task force needs to determine if there are alternatives that can be implemented that would keep us in line with IFSAC and PROBOARD. Chief Coleman advised this falls in line with Mission Alignment and Blueprint 2020.

**Motion:** *Kim Zagaris moved to review the pros and cons of the Chief Fire Officer Prerequisite Task Force.*

*Randy Collins seconded the motion.*

**Action:** *All members voted unanimously.*

**F. SFT Satisfaction Survey**

**Presenter: Kris Rose**

Kris Rose reminded everyone that the State Fire Training (SFT) satisfaction survey is on the SFT website. General and specific feedback can be documented there to let SFT know how we are doing.

**G. Retirement of Chief Officer and Training Instructor I Certification Extended**

**Presenter: Kris Rose**

Kris Rose provided an update on some changes that recently took place with Chief Officer and Training Instructor I. Although the Chief Officer courses will still retire December 31, 2016, stakeholders will have until December 31, 2018 to complete the requirements for Chief Officer. This provides stakeholders time to complete the required associate's degree and meet the 2 year rank requirement. In addition, Training Instructor I courses will still retire on December 31, 2016, stakeholders will have until December 31, 2017 to complete the required task book. This information has been updated on the SFT website.

## **IX. Roundtable**

Kris Rose indicated we have approximately 1350 SFT E-News subscribers. In addition, the State Fire Training (SFT) database project is moving forward, with scheduled vendor presentations in June.

Ken Wagner reported on the national recognition status. The accreditation is expected to be received this month for the International Fire Service Accreditation Congress (IFSAC).

Gary Dominguez, CFTDA chair announced the retirement of Mike Garcia. CFTDA presented Mike with a plaque honoring his 42 years of public service. Rodney Slaughter spoke of the various classes Mike completed and the work he has done for SFT.

Randy Collins expressed his appreciation to SFT for the skills evaluator and ethics training.

## **X. Future Meeting Dates**

A. July 15, 2016, October 14, 2016 and January 13, 2017

## **XI. Adjournment**

Meeting was adjourned at 12:37 p.m.